

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, NOVEMBER 16, 2009
CITY HALL, 210 LAUREL AVENUE**

CALL TO ORDER/FLAG SALUTE:

In the absence of Mayor McPheeters **Council President Martin** called the regular City Council meeting to order at 7:33 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Councilor Joe Martin
Councilor Carolyn Decker
Councilor Suzanne Weber
Councilor John Sandusky
Councilor Willard Berry

Absent:

Mayor Bob McPheeters (Excused)

Staff Present:

Mark Gervasi, City Manager
John Putman, City Attorney
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of November 16, 2009 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.

MINUTES:

Council minutes for November 2, 2009 were provided in Council packets. **Councilor Sandusky moved approval of the minutes of November 2, 2009. Councilor Berry seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

PRESENTATION:

Street Department Supervisor Jon Williams introduced Steve Stefanski from Charter Cable. For years Charter Cable has partnered with the City of Tillamook in the placement of holiday decorations in town. A plaque was presented to Stefanski and Charter Cable in appreciation of this partnership.

MONTHLY REPORTS:

**City Recorder:
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- Financial updates were included in packets to the Council.
- Attended a class on Managing Risk and Liability in Local Government put on by LOC.
- Addressing and educating staff on the H1N1 virus and the Swine flu. A sneeze guard has been installed at the Water Dept. customer window.
- A Finance Committee meeting is scheduled for Thursday, December 10, 2009 at 10 a.m. at City Hall.
- She is taking a week of vacation next week.

PUBLIC HEARINGS:

1. CITIZEN HEARINGS - NON-AGENDA ITEMS:

Jill Williams informed the Council that ODOT is going to be present at the Port meeting tomorrow night to discuss the Hwy. 6/Hwy. 101 project. The meeting is at the Port office at 6 p.m.

2. COUNCIL CONCERNS - NON-AGENDA ITEMS:

Councilor Berry reported that an ultra-light airplane flew over the City this morning at approximate elevation of 200-300 ft. He asked that staff check with the Tillamook Airport as flying that low is illegal.

PERMITS & LICENSES: NONE.

BEAUTIFICATION/PROPERTY IMPROVEMENT:

Gervasi reminded Council that the City will be having a Fall Leaf Depot at City Hall on November 21st & November 22nd. Folks can drop their leaf and yard debris off here. The City will have a large container and haul the debris away at no cost to the citizens. The City has SOLV bags available for people to use. Gervasi, Sorensen and Williams will be here those days to help the public.

COMMITTEE REPORTS:

Councilor Weber stated there would be a Beautification Committee meeting Tuesday, November 17th at 1:00 P.M. to continue planning for the holiday celebration held this year on December 5th from 4:30 P.M. to 6:00 P.M. There will be entertainment, food and a visit from Santa.

Councilor Berry noted that the Public Works Committee will be meeting on Thursday, November 19th at 2 p.m. at City Hall.

OLD BUSINESS:

- **Tillamook Police Department Vision Strategic Plan.** **Gervasi** told the Council they received a copy of the report put together by Steve Winegar and Henry Reimann. Chief Wright said the chief of Seaside has offered to work with him Gervasi recommends that Chief Wright work with the Chief of Seaside and the Police Committee. Chief Wright said that the document they have is not a strategic plan but more of a vision document. It lacks objectives, tasks, who is responsible. It has no performance measures. A strategic plan usually lists 3 or 4 goals. This one lists 9 goals. This should be used as a good foundation for a five-year strategic plan. They discussed the use of surveys to determine how the community reacts to services provided by the police department. Another consideration is the size of the department and their resources with only 8 sworn.

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Councilor Sandusky agreed that the report follows the community involvement at the strategic planning session but lacks a work plan. He thought narrowing down the goals was a good idea as was the survey. **Gervasi** received direction to work with the Chief to convene a Police Committee meeting, set a date and notify the committee members.

- **Ward 4 Vacancy Update.** **Gervasi** said the application process is closed. The City received one application from Steve Forster. The application will be reviewed on December 7, 2009 at the regular City Council meeting.

NEW BUSINESS:

- **Request for waiver of fees from Tillamook School District 9 for baseball hitting facility at East Elementary School property.** **Gervasi** said the City receives several requests a year for a waiver of fees. He recommends that the City not waive this fee and suggests having a workshop to develop a draft policy on handling these requests. **Sorensen** said that other cities are faced with the same requests. One city attorney eloquently put it that the City cannot waive a fee but only pick up the fee and paying for it ourselves. She agreed with the City Manager that Tillamook does not have the revenue to pick up those costs. Council agreed to workshop this issue to create a policy to address these requests. A workshop would be held on December 7th at 6 p.m.
- **Addendum to AAUW Memorial Tree Project.** **Laurie Lamb** stated that the addendum provides a way to come back to the City in case a different species or site is desired by the donor. They request changing Section 6 of the original Letter of Intent dated February 14, 2009 to read: If a different species or site is desired by the donor, the AAUW will contact the City Planner and follow the process outlined in City Ordinance No. 1230 Section 5: Permit Procedures, Street Tree Planting. **Councilor Weber moved approval of the addendum to the AAUW Memorial Tree Letter of Intent. Councilor Decker seconded the motion. Motion carried unanimously by Council seated.**
- **Oregon Department of Revenue – Preliminary Review of Annexation.** **Gervasi** told the Council the letter is for information only and states that the Department of Revenue has reviewed the map and description for our planned annexation and it meets the requirements.

LEGISLATIVE

1. ORDINANCE MAKING THE FIRST PLAN AMENDMENT TO THE TILLAMOOK URBAN RENEWAL PLAN ALLOWING THE TILLAMOOK URBAN RENEWAL AGENCY TO ACQUIRE LAND FOR DEVELOPMENT BY THE PUBLIC OR PRIVATE SECTOR – SECOND READING

Councilor Weber moved for the second reading of the ordinance making the first plan amendment to the Tillamook Urban Renewal Plan by title only. Councilor Sandusky seconded the motion. Motion carried unanimously by Council seated. Sorensen read the ordinance by title only.

Councilor Berry moved to adopt the ordinance. Councilor Weber seconded the motion. Motion carried unanimously by Council seated by the following roll call vote.

Councilor Martin	Aye	Councilor Sandusky	Aye
Councilor Decker	Aye	Councilor Berry	Aye
Councilor Weber	Aye		

Councilor Martin stated that the ordinance would take effect 30 days from now.

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STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

Gervasi said that correspondence included in Council packets was for information only.

EXECUTIVE SESSION: ORS 192.660 (2) (e) REAL PROPERTY TRANSACTIONS

At 8:12 P.M. Council President Martin announced that Council would be holding an Executive Session according to the above referenced ORS. Council took a five-minute break.

At 9:25 P.M. Council President Martin announced the return to regular session from Executive Session.

Councilor Sandusky moved to have the Council direct the City Attorney to make an offer to the Tillamook Transportation District in the matter of the lease agreement consistent with the discussion in executive session. Councilor Weber seconded the motion. Motion carried unanimously by Council seated.

MAYOR'S REPORT: None.

AUTHORIZATION TO PAY BILLS:

The Finance Committee had reviewed the current bills prepared for payment. **Councilor Martin moved to pay the bills approved by the Committee. A second was made by Councilor Weber. Council seated approved the motion unanimously.** Bills were paid in the following total amount. A copy of the voucher register is attached and by this reference is made a part of the record.

GENERAL CHECKING ACCOUNT

A/P Batch 10/19/09	Checks #27330-27400	\$ 157,645.76
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ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 9:27 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder